



CITY OF PITTSBURGH

Department of Open Records

William Peduto, Mayor

Celia B. Liss, Open Records Officer

April 4, 2019

Leila Young
Muckrock.com
Dept MR 71371
411A Highland Avenue
Somerville, MA 02144-2516

RE: RTK No. 12-02-2019

Dear Ms. Young:

On April 4, 2019, the City of Pittsburgh Open Records Office received your written request for records pursuant to the Pennsylvania Right-to-Know Law (RTKL), 65 P.S. §67.101 *et seq.* Your specific request is as follows:

Emails and email attachments that fit ALL of the following criteria:

1. *Sent or received between December 1st, 2018, and the latest possible date (i.e. today's date April 3rd, or the latest possible date available in the email system, as the systems are often up to a month behind)*
2. *Sent by an email address ending in "@adl.org" to any employee of the law enforcement agency to which this request is addressed, OR sent by an employee of the law enforcement agency to which this request is addressed to any "@adl.org" email address and/or any other employee of the town/city in which the law enforcement agency resides*
3. *Containing in the subject line, or body of the message, or attachment one OR more of the following search terms:*
 - a. *'Leadership Seminar'*
 - b. *'Leadership Seminar in Israel: Resilience and Counterterrorism'*
 - c. *'Leadership, Resilience and Counter-Terrorism Seminar'*
 - d. *'NCTS'*
 - e. *'National Counter-Terrorism Seminar'*
 - f. *'Counter-Terrorism Seminar'*
 - g. *'Israel'*

The emails and/or attachments are likely to include, but are not limited to:

- a. *an invitation to participate in the Leadership, Resilience and Counter-Terrorism Seminar in Israel*

- b. *a participant roster*
- c. *a participant booklet*

The RTKL requires that the City provide an initial response within five business days of receiving the request, or in this case, on or before April 11, 2019. The RTKL permits the City to take up to an additional thirty (30) days to provide a final response under certain circumstances, for example, when there is a bona fide staffing limitation in retrieving the requested records, when legal review is necessary, and/or if redaction of a public record is required. In this case, we are asserting our right to take an additional 30 days. See 65 P.S. §67.902(a).

The City is obligated to redact any non-public information from public records pursuant to any exceptions set forth in the RTKL. See 65 P.S. §67.706. Note that the City is not required to create records which do not currently exist or maintain information in a form in which it does not currently exist. See 65 P.S. §67.705. Additionally, nothing in the RTKL shall be construed to modify, rescind or supersede any of the City's record retention policies. See 65 P.S. §67.507.

Please expect our final answer within thirty (30) days of April 11, 2019. Thank you for your patience in this matter.

Sincerely,


Celia B. Liss
Open Records Officer

CBL/emh